

Subject: ApplyLA Common Application Setup [Action Required]
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Date: 7/2/19, 4:11 PM
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Hello ApplyLA Common App participants!

Thank you to everyone that was able to join our kickoff webinar, we are excited to be working with all of you in service of making a more equitable and accessible enrollment environment for our families.

You are receiving this email as you are designated as the main point of contact for your organization. If you would like to update the main contact, please use [this form](#).

Updates

- **Common Application Setup:** Below you will find information on the first set of data that we will need from all of you to successfully launch the Common App and School Finder on September 3! Please take a look, begin filling out the form and reach out if you have any questions.
- **Advisory Committee:** Thank you to everyone who has raised their hand to show interest in becoming a member of the first ApplyLA Advisory Committee. If you want to learn more, [take a look here](#) and if you are interested in joining, please shoot me an email! In total, we are looking for 5-6 charter leaders representing a diversity of operator sizes, models, geographies and perspectives.

Deliverables

The first deliverable is to fill out the Application Configuration survey provided as a Google Form. For your convenience, I've included a pdf version of the form so that you can see all of the questions and collect all of the relevant information before beginning the online form. The suggested completion date for this form is July 10. We recognize that this is a short turn-around, but there is a lot of information that will need to be collected over the next few weeks and we don't want it to pile up and become over burdensome.

Following, you will see a preview of the additional information that will be collected, starting next week.

<u>Timeline</u>	<u>Area</u>	<u>What</u>	<u>Link</u>
Begin now - Suggested Completion Date July 10	Application Setup	Please complete the Application Configuration survey via the link to the right. The Common Application includes basic questions that will be asked of all families and also has the flexibility to ask questions that are specific to your school needs. This form will collect all of the data needed to successfully setup your application. If you represent a CMO where individual schools have different application questions, you may choose to submit the form multiple times OR submit a single time and use the open ended question at the end of each section to share details about the differences between schools.	https://forms.gle/2QbE8UXMY8nNsCVF9
Instructions Coming Soon	Lottery Setup	Lottery - Shortly, we will be providing a Google Form to collect specific information about your lottery dates and procedures.	n/a

Instructions Coming Soon	School Profile Setup	School Profiles - Shortly, we will be providing a Google Form to collect programmatic and narrative information about your schools to be added to the School Finder profiles.	n/a
Instructions Coming Soon	Geographic Preferences	If your school has geographic preferences (more specific than "withing LAUSD boundaries"), we will need a boundary file. Instructions on how to obtain or create these files will be provided.	n/a

Please let me know if you have any questions and I hope you all have a great holiday.

Best,
Josh

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Josh Kinoshita

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—Attachments: —

ApplyLA Application Configuration Survey.pdf

1.2 MB